

ARIZONA PUBLIC SAFETY COMMUNICATIONS COMMISSION

Summary of Minutes

May 20, 2008

Voting Members Present:

David Felix, Deputy Director, Arizona Department of Public Safety (Chairman)
Amy Brooks, Captain, Apache Junction Fire Department
Chris Cummiskey, Director, Government Information Technology Agency
Tracy Montgomery, Assistant Chief, Phoenix Police Department
Patrick Quinn, Deputy Chief, Tucson Fire Department
Danny Sharp, Chief of Police, Oro Valley Police Department
Dan Wills, Battalion Chief, Sedona Fire District
Mike Worrell, Captain, Phoenix Fire Department

Voting Members Absent:

Michael Brashier, Communications Manager, City of Casa Grande
Hal Collett, Sheriff, La Paz County Sheriff's Office/Arizona Sheriff's Association
Jan Hauk, Past President, Arizona Fire District Association Representative
Leesa Morrison, Director, Arizona Department of Homeland Security
Kathleen Robinson, Assistant Chief, Tucson Police Department
Dewayne Woodie, Fire Chief, Ganado Fire District/EMS

PSCC Support Office Attendees:

Curt Knight, Executive Director, Public Safety Communications Commission
Jeff Miner, Project Manager, Public Safety Communications Commission
Wayne Kincheloe, Engineer II, Public Safety Communications Commission
Renee Larson, Administrative Services Officer, Public Safety Communications Commission
Evelyn Jablonski, Executive Assistant, Public Safety Communications Commission

Call to Order and Roll Call

The meeting was called to order at 1:04 p.m. by Chairman David Felix. Roll call was taken by Ms. Evelyn Jablonski as noted above and a quorum was declared present.

Approval of Minutes from April 22, 2008

Chairman Felix called for a motion for approval of the April 22, 2008 minutes. Commissioner Danny Sharp motioned to approve; Commissioner Tracy Montgomery seconded. Motion passed unanimously.

Statewide Communications Interoperability Plan (SCIP) – Activities & Implementation

Ms. Jennah Mathieson, Senior Consultant, SRA Touchstone Consulting Group, reported on the five specific tasks being worked on by the Governance Committee. Of those tasks, Program Definition (Task 1) and Research (Task 2) have been completed. Tasks still in progress include Needs Analysis (Task 3), Design (Task 4), and Presentation (Task 5). Task 5 will be a presentation to the Commission of the proposed governance model at the July 15 PSSC meeting. The next meeting of the Governance Committee is a conference call on May 27 at 10:00 am.

Chairman Felix questioned if the Commission would have the opportunity to review and comment on the Articles of Governance prior to the July 15 PSCC meeting. He felt it would be beneficial if commissioners were able to review prior to meeting and then be prepared to provide feedback at the July 15 meeting. Mr. Mathieson advised she could make the document available per the direction of the Governance Committee. No other comments or questions arose.

PSCC Concept of Operations through Conceptual Design

Mr. John Murray, Federal Engineering, provided a historical review and purpose of various report studies (Macro, Interoperability Report for DEMA by RCC, Concept of Operations by Gartner, and the Needs Assessment Report by Federal Engineering) completed prior to and after PSCC became a Commission. When the Federal Engineering contract began, it was felt all the previous studies could be used as a baseline for developing the Conceptual Design report to avoid having to research the same information previously reported on.

Commissioner Dan Wills expressed his appreciation to Federal Engineering for recognizing the gaps that were found in the Macro report and for also recognizing the importance of the VHF component as a critical element to the statewide solution.

Chairman Felix also provided some background information on the creation of an ad-hoc committee by former Department of Public Safety Director Dennis Garrett whereby various stakeholders met regularly to begin discussions on how to achieve interoperability. This committee evolved into what is now the Commission through legislation.

Summary Review of Conceptual Design Comments (Agenda Item 5) and Panel Discussion on the Conceptual Design (Agenda Item 6)

Mr. Knight advised for discussion purposes, agenda items 5 and 6 would be combined for the benefit of reviewing received comments with discussion from panel members. Panel members included:

Jesse Cooper, Phoenix Police Department
Lu Himmelstein, Agency Support Division DPS
Jeff Miner, Public Safety Communications Commission
John Murray, Federal Engineering
Kevin Rogers, Wireless Systems Bureau, DPS
Larry Sayers, Pima County Wireless Service
Mark Venuti, Guardian Medical Transport and Flagstaff Fire Department
Greg Wilkinson, City of Yuma (Yuma Regional Communications System)
Paul Wilson, Pima County Sheriff's Department

Mr. Knight advised comments were received from commissioners, state agencies, other local governments, and commercial stakeholders and summarized into the following categories: 1) operability/interoperability needs, 2) coverage, 3) spectrum, 4) Inter Subsystem Interface (ISSI), 5) Department of Public Safety infrastructure and systems, 6) new systems design criteria, 7) funding/cost impacts, and 8) procurement.

Mr. Murray expressed his appreciation for the comments received and felt they were relevant to the report and within the project scope. Based on the feedback, he indicated changes would be incorporated into the Executive Summary to strengthen the definition between operability and interoperability.

Discussion was held on the above categories with emphasis on defining the operability as well as interoperability user needs, importance of and critical narrow-band deadline of December 31, 2012 in the VHF/UHF band, fundamental need and stronger emphasis of the Department of Public Safety digital microwave build out, pending progress of the Inter Subsystem Interface (ISSI) development, Governor's initiative for 85% population coverage in 2 years, significance and recognition of the Arizona Interagency Radio System (AIRS) as a short-term interoperability solution, the need to augment/improve portable coverage, and recognition of existing VHF systems connectivity as part of the solution.

The primary discussion between commissioners and panel members focused on the Statewide Communications Interoperability Plan (SCIP) direction of a system of systems approach and the suggested change in direction to a state system as communicated in the Conceptual Design report. Concern was expressed by Commissioner Chris Cumiskey of the miscommunication to the Executive, the Legislature, and other policy makers of the Governor's expectation to have interoperability for 85% of the population in 2 years through a sharing of systems with other local governments as addressed in the SCIP.

Discussion and consensus by several commissioners and panel members felt AIRS would be instrumental in achieving 85% interoperability in the short term. Continued discussion focused on the Conceptual Design direction of a state system approach suitable to meeting the needs of all public safety first responders, being able to serve both operability and interoperability needs, and while also being cost effective. It was also felt the language in both the SCIP and Conceptual Design reports should be in alignment with each other.

Mr. Knight expressed how other than in semantics of defining a system or interactions of systems he felt there was very little difference in the philosophy and direction of the SCIP and the direction of the conceptual design. He also referred to how the SCIP and supporting Investment Justifications were somewhat controlled by the need to satisfy the Department of Homeland Security 80/20 percent local versus state funding allocation and not solely on what was best for long-term interoperability in the state.

Ms. Lu Himmelstein, DPS Chief Procurement Officer, advised there was committed funding for the design; however, due to the uncommitted funding for build out that would limit us in the procurement process and direction. She felt before proceeding with the detail design procurement process we would need to more accurately define these following areas: interoperability versus operability feature only or both, and system of systems or state overlay approach, etc.

Note: Due to other commitments, the following PSCC commissioners were unable to stay for the duration of the meeting. Their departure times are noted below. After the departure of

Commissioner Tracy Montgomery, a quorum was no longer present. No further motions were conducted throughout the remainder of the meeting.

Tracy Montgomery, Assistant Chief, Phoenix Police Department – 2:25 pm

Chris Cummiskey, State CIO/Director, Government Information Technology Agency – 2:32 pm

Conceptual Design Approval/Modifications

Based on discussions of the previous two agenda items, Chairman Felix felt sufficient dialogue had taken place for Federal Engineering to make revisions to the Conceptual Design report. Mr. Murray offered to incorporate an explanation to the Conceptual Design report for the purpose of clarifying the difference in language from what was originally written in the SCIP reference the two different approaches.

Chairman Felix asked Mr. Knight and Mr. Murray if there were any additional comments which should be incorporated into the Conceptual Design report. Mr. Murray stated if there was information that should not be reflected in the report based on today's discussions to please advise him.

Due to other commitments, the following PSCC commissioners were unable to stay for the duration of the meeting. Their departure times are noted below.

Amy Brooks, Captain, Apache Junction Fire Department – 2:51 pm

Danny Sharp, Chief, Oro Valley Police Department – 2:56 pm

Patrick Quinn, Deputy Chief, Tucson Fire Department – 2:59 pm

Detailed Design Procurement Strategy

Based on earlier discussions from today's meeting, Chairman Felix advised this topic would be tabled until the next meeting at which time he was hoping to receive some feedback on recommendations or alternatives for adjusting the timeline from Mr. Knight. He advised this might take discussion with Mr. Phil Case, DPS Budget Officer, reference timelines for budget submissions.

Date, Time and Location of Next Meeting

Chairman Felix reported the next PSCC meeting would be held on July 15, 2008.

Call to the Public

No comments or questions arose.

Recommendations for Future Meetings

Recommendations for future meeting will be discussed at the July 15 meeting.

Adjournment

Chairman Felix, Commissioners Wills and Mike Worrell were the only remaining members present when the meeting was adjourned at 3:08 pm.